



T ● #3
ATTORNEY DOCKET NO. ROY03 001 *SKC 0012*

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re Patent Application of Royall, et al.

Serial No.: 09/961,234

Filed: September 24, 2001

Title: METHOD OF GENERATING INCREASED APPLICATIONS FOR
ENROLLMENT AT EDUCATIONAL INSTITUTIONS

TRANSMITTAL

The Honorable Commissioner of
Patents and Trademarks
Washington, D.C. 20231

Sir:

Transmitted herewith is a Notice to File Missing Parts, a Combined Declaration
and Power of Attorney and a check in the amount of \$65.00 for the above-identified
Application.

If a Petition for an Extension of Time is necessary for the paper transmitted
herewith to be timely filed, this transmittal is to be considered as a petition to extend the
response period by the amount of time needed for the paper to be timely filed.

The Commissioner is hereby authorized to charge payment of any additional fees
associated with this communication or credit any overpayment to Deposit Account No.

18-1835.

A duplicate of this sheet is enclosed.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark C. Comtois", written over a horizontal line.

L. Lawton Rogers, III

Reg. No. 24,302

D. Joseph English

Reg. No. 42,514

Mark C. Comtois

Reg. No. 46,285

Patrick D. McPherson

Reg. No. 46,255

1401 Eye Street, N.W., Suite 300

Washington, DC 20005

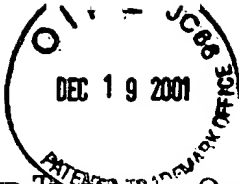
Telephone: (202) 898-1515

Telecopier: (202) 898-1521

Dated: December 19, 2001



UNITED STATES PATENT AND TRADEMARK OFFICE



1.3 Page 1 of 1

COMMISSIONER FOR PATENTS
UNITED STATES PATENT AND TRADEMARK OFFICE
WASHINGTON, D.C. 20231
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/961,234	09/24/2001	William A. Royall JR.	ROY03 001

CONFIRMATION NO. 6263

FORMALITIES LETTER



OC00000006970812

L. Lawton Rogers, III
1401 Eye Street, N.W.
Suite 300
Washington, DC 20005

Date Mailed: 10/25/2001

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is missing.
A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 65.

*A copy of this notice **MUST** be returned with the reply.*

Zd

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE